

## CENTRAL INTELLIGENCE AGENCY

2 July 1958

MEMORANDUM FOR: Assistant Director, CO

IUL 4 195

SUBJECT

25X1

: Dissemination and Central of CIA Produced

Translations

REFERENCE

: Policy on Dissemination of CIA Translations to the Public Approved by DCI 7 June 1958.

In addition to procedures for dealing with the problem of disseminating to the public, the memorandum incorporates what controls will be exercised over CIA translations of any security classification which are disseminated to the intelligence community and to other departments and agencies of the government.

## Policy Within the IAC

- The Office of Central Reference shall determine the recipients
  of CIA translations in accordance with the reading requirements
  on file with it from the various compenents of CIA and the
  members of the IAC.
- 2. OCR shall set the quantities in which forthcoming CIA translations shall be printed by Printing and Services Division, Office of Logistics, and arrange for their distribution, stock control and supplemental distribution thereafter.
- 3. OCR shall index translations by subject, as appropriate, and provide retrieval service through its library and specialized register services. FDD shall maintain at its discretion an index of its translations by suther and title and general subject which both offices may use as appropriate for reference purposes. FDD shall have primary responsibility for the announcement of new translations through the medium of its Consclidated Translation Survey (CTS).

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## Policy towards Non-IAC Agencies and the Public

- 4. OCR shall negotiate translation service arrangements with cooperating agencies within the following general guide lines:
  - Release of CIA translations:

OCR, in coordination with FDD, shall as a rule seek to provide master copy of FID translations and announcement lists to any cooperating agency viz, OTS and IC, for printing and distribution to the public under the attribution of that agency.

b. IAC requirements for translations:

Transmittals of master copy of translations shall be accompanied by an OCR requirement specifying the number of copies of the printed publication to be provided OCR for dissemination throughout the IAC.

c. Reference service:

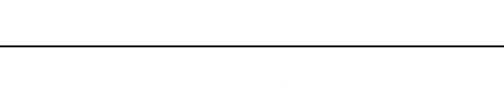
The cooperating agency shall have responsibility for the satisfaction of reference questions concerning translations. except that unusual questions may be referred by it to FID and by FDD to OCR with service contingent on the circumstances of the request and CIA capabilities at the time.

d. Miscellaneous dissemination:

OCR may arrange for the dissemination of individual copies of unclassified CIA translations to non-IAC agencies and to nongovernmental organisations and individuals.

e. Access to IAC translations:

Non-IAC agencies (OTS and IC) undertaking to build systematic collections of unclassified IAC translations shall negotiate the procurement of such translations directly with the source agency.





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## Attribution to CIA

- Until further notice by OCR, all FDD unclassified periodicals (e.g., Consolidated Translation Survey) will be disseminated to the public via OTS without attribution to CIA, with the exception of the Scientific Information Report.
- 7. The Scientific Information Report series will be made available to the public via OTS. It will bear attribution to CIA, with appropriate notice to recipients as to how this publication may be otained from an agency other than CIA (presumably OTS, or possibly GPO).

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ce: DD/I FDD/0 U.S. JPRS

